

TOWNSHIP OF CHISHOLM

FINANCE COMMITTEE MEETING

DATE: November 22nd, 2012

TIME: 9:30 A.M.

LOCATION: Council Chambers

PRESENT: Mayor Leo Jobin
Councillors Susan Major, Teresa Miller and Cec Reid
Fire Chief Matt Plant
Public Works Supervisor Real Gauthier
Clerk-Treasurer Linda Ringler
Deputy Clerk-Treasurer Lorena Thompson

ABSENT: Councillor David Hodgins, with regret

1.0 CALL TO ORDER

The meeting was called to order by Mayor Leo Jobin at 9:30 a.m.

2.0 ADOPTION OF AGENDA

Resolution 2012-12 (FC)

Cec Reid – Susan Major: Be it resolved that the agenda be accepted as presented. ‘Carried’

3.0 ADOPTION OF MINUTES

Resolution 2012-13 (FC)

Teresa Miller – Cec Reid: Be it resolved that the minutes of the March 12th, 2012 Finance Committee meeting be adopted as printed and circulated. ‘Carried’

4.0 REVIEW OF MEMO FROM CLERK-TREASURER

Clerk-Treasurer Linda Ringler read aloud her memo, dated November 6th, 2012, pertaining to Draft Budget No. 1 for the year 2013. The Committee was advised of the following:

- Board Levies – estimated at 3% increase with the exception of the Library – 11%;
- Capital Projects – bridge work;
- Highlights of the 2013 budget; and

- 2013 Ontario Municipal Partnership Fund (OMPF) allocation in the amount of \$464,800, being a reduction of \$6,100 from the year 2012 rather than an estimated reduction of \$20,900 indicated in the draft budget.

5.0 PRESENTATION OF DRAFT BUDGETS

Fire Chief/CEMC Matt Plant answered questions with respect to the proposed budget for the Fire Dept., and as a result of the Committee's discussions, minor changes were made to Account 1-4-1000-0020 'Emergency Planning'. Fire Chief Plant informed the Committee that he would be putting forward a request to Council, to transfer to reserves, the unexpended budget allocation for tanker truck body work; and the allocation of funds from the sale of the rescue van to be used to offset the costs of putting the new ambulance into service.

Mayor Leo Jobin thanked Fire Chief Plant for his attendance at the meeting, after which he left at approximately 10:15 a.m.

Resolution 2012-14 (FC)

Cec Reid – Susan Major: Be it resolved that the Finance Committee recommends to Council that a letter be sent to all the boards, requesting fiscal restraints in their 2013 budget preparations, with no or minimal increases. **'Carried'**

Resolution 2012-15 (FC)

Teresa Miller – Cec Reid: Be it resolved that the Finance Committee recommends to Council that the draft Fire Department budget be accepted as presented, subject to minor revisions agreed to at the meeting. **'Carried'**

Resolution 2012-16 (FC)

Susan Major – Cec Reid: Be it resolved that this Committee takes a ten-minute recess.
Time: 10:35 a.m. **'Carried'**

Resolution 2012-17 (FC)

Teresa Miller – Susan Major: Be it resolved that this Committee returns to regular session.
Time: 10:47 a.m. **'Carried'**

The Committee reviewed estimated payroll costs for the year 2013 for the various departments, and questions were answered by staff.

The Committee reviewed the draft Public Works Budget; questions were answered by Public Works Supervisor Real Gauthier, with revisions being made to the draft budget to increase various allocations.

Resolution 2012-18 (FC)

Cec Reid – Susan Major: Be it resolved that this Committee does now adjourn for lunch.
Time: 12:00 noon. **'Carried'**

After lunch, the Committee watched a promotional video on gravel packers and retrievers.

Resolution 2012-19 (FC)

Cec Reid – Susan Major: Be it resolved that this Committee returns to regular session.

Time: 1:05 p.m. **‘Carried’**

Clerk-Treasurer Linda Ringler reported that the Province of Ontario had launched the second phase of its Municipal Infrastructure Strategy, with an application deadline of January 9th, 2013. Municipalities that are committed to the preparation of an Asset Management Plan are eligible to apply for funding for roads and bridges up to a maximum of 90% of total project costs or \$2 million, whichever is lower. The Committee mentioned two possibilities for the funding: replacement of two large culverts on Village Road; or ditching, brushing, and graveling of the township’s road system. Staff was asked to invite P. Eng. Antoine Boucher to the Council meeting on November 27th to further discuss the township’s options in this regard.

Public Works Supervisor Gauthier reviewed the “Environmental Services’ budget with the Committee. The Committee decided to allocate \$24,000 to Account 1-4-1300-4505 “Site Cleanup” for additional grinding of the furniture pile. Public Works Supervisor Gauthier is to speak with Dave Yem, Nipissing Township, to ascertain what he is doing with the material that has been grinded.

Mayor Leo Jobin thanked Public Works Supervisor Gauthier for his attendance, after which he left the meeting at approximately 1:50 p.m.

Councillor Susan Major requested that a “landfill site” matter be added to an “In Camera” Council session scheduled to follow the regular meeting on November 27th.

Clerk-Treasurer Linda Ringler reviewed the draft budget for the other departments, and during the review, the following issues were raised:

- Staff was asked to investigate options for new councilor training for Councillor Major.
- Reductions were made to Account 1-4-0400-1810 “General Donations” as follows:
 - Womens Own Resource Centre – \$100
 - Candy – Fall Fair - \$25
 - Almaguin Track Club – \$50
 - Crime Stoppers Gala donation – \$50
- May 8-10th, 2013 FONOM Conference is to be held in Parry Sound, not Timmins. Minor revisions to be made to draft budget accordingly.
- A survey of general municipal tax rates, weighted assessments, and amounts to be raised by taxation was reviewed.
- An estimated summary of reserve funds as of November, 2012 was reviewed.

Staff was asked to forward a letter to Human Resources (HR) Consultant Bob Young, requesting that he stay on as Chisholm’s Consultant until a replacement can be found. Staff was asked to find out who does this work for the other area municipalities.

Resolution 2012-20 (FC)

Susan Major – Cec Reid: Be it resolved that the Finance Committee recommends to Council that the following revisions be made to Draft # 1 (2013) budget:

REVENUES

Account No.	Name	Increase	Decrease	Total
1-3-4200-5120	Ont. Mun. Part. Fund (OMPF)	(14,800)		\$464,800

EXPENDITURES

Account	Name	Increase	Decrease	Total
1-4-1000-0020	Emergency Plan	50		\$1,900
1-4-1100-3115	Gravel, Calcium, etc.	21,000		\$286,750
1-4-1300-4505	Site Clean-up	24,000		\$24,000
1-4-1300-4512	Recycling/Ed. Committee	500		\$1,000
1-4-0400-1810	Gen. Donations		225	\$1,375

‘Carried’

7.0 ADJOURNMENT

Resolution 2012-21 (FC)

Teresa Miller – Cec Reid: Be it resolved that we do now adjourn this Finance Committee meeting to meet again on Thursday, February 7th, 2013 at 9:30 a.m. or at the call of the Chair.

Chairperson

Clerk-Treasurer